

Extra Copy to:  
Box 4, 58-98, file: Org. & Methods  
Service, 1952

14 February 1952

MEMORANDUM FOR: Chief, Administrative Services

25X1A9a

ATTENTION: [REDACTED]

FROM: Executive Assistant Director, OCD

SUBJECT: Space Utilized by OCD Personnel

1. In answer to your request at our recent meeting I have itemized below the distribution of OCD personnel throughout various CIA buildings following the occupancy of Riverside Stadium.

	<u>Special Projects</u>	<u>Approved Departmental T/O</u>
66 M Building	(18)	(48)
56 Q Building	(-)	(56)
69 Building 14	(24)	(45)
6 K-Alcott Hall	(2)	(4)
508 Riverside Stadium	(18)	(490)
10 Microfilm Team	(-)	(-)
<u>Total 715</u> On June 30, 1952	<u>62</u>	<u>643</u>
- 62 Special Projects in Process		
653 Present Approved T/O		
- 10 Overseas T/O		
<u>643</u> Departmental T/O		

2. OCD has included in their personnel-space estimates all individuals in the above listing except 48 persons in Q building who compose the Special Register and whose accommodation have been and will continue to be included within the OCI estimates. Also the 2 Branch Librarians in Alcott Hall, the 4 Branch Librarians in K building, and the 10 persons in the microfilm team have not entered into any of our space estimates.

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[REDACTED]